

AGENDA

BOARD OF LAW LIBRARY TRUSTEES of the LOS ANGELES COUNTY LAW LIBRARY

SPECIAL BOARD MEETING

Tuesday, May 15, 2012

12:15 P.M.

M. L. LILLIE BUILDING

TRAINING CENTER

301 WEST FIRST STREET

LOS ANGELES, CALIFORNIA 90012-3140

ACCOMMODATIONS

A person with a disability may contact the Board Secretary's office at (213) 785-2511 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public of a brief general description of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The President reserves the right to discuss the items listed on the agenda in any order.

REQUESTS AND PROCEDURES TO ADDRESS THE BOARD

A member of the public has the right to address the Board on agenda items or on items of interest which are not on the agenda and which are within the subject matter jurisdiction of the Board. All requests to address the Board must be submitted in person to the Board President prior to the start of the meeting. Public comments will be taken at the beginning of each meeting as Agenda Item 1.0. A member of the public will be allowed to address the Board for a total of three (3) minutes for a single item or a maximum of five (5) minutes for all items unless the President grants more or less time based on the number of people requesting to speak and the business of the Board. When members of the public address the Board on agenda items, the President determines the order in which speakers will be called.



CALL TO ORDER

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

3.0 CONSENT CALENDAR

3.1 Minutes of the May 3, 2012 Special Board Meeting.

4.0 DISCUSSION ITEM 1

Rare Book Assessment: Review and Discussion. Executive Director Marcia J Koslov discusses the findings and recommendations of the rare book assessment by David Park and Luke Batterham, Bonhams, London in October, 2011.

5.0 EXECUTIVE DIRECTOR REPORT

- Facility Update
- Financial Update
- Staff Update
- Outreach / Training Update

6.0 AGENDA BUILDING

Items not on the posted agenda may be presented by a Trustee and, if requested, may be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

7.0 ADJOURNMENT

The next Regular Meeting of the Board of Law Library Trustees scheduled for Tuesday, June 26, 2012, is cancelled. A Special Board Meeting will be held on Tuesday, June 19, 2012.

POSTED FRIDAY, MAY 11, 2012 @ 10:00 A.M.

POSTED BY EUSTORGIO BARAJAS



CONSENT CALENDAR

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE BOARD OF LAW LIBRARY TRUSTEES OF
LOS ANGELES COUNTY**

**A California Independent Public Agency Under
Business & Professions Code Section 6300 et sq.**

May 3, 2012

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Thursday, May 3, 2012 at 12:15 p.m., at the Los Angeles County Law Library Mildred L Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012, for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

ROLL CALL/QUORUM

Trustees Present:

Susan Steinhauser, Esquire
Judge Luis Lavin
Judge Mark Juhas
Kenneth Klein, Esquire
Judge Jan Plum
Judge Ann Jones

Trustees Absent:

Judge Reva Goetz

Staff Present:

Marcia J Koslov, Executive Director

Also Present:

President Steinhauser determined a quorum to be present, convened the meeting at 12:25 p.m. and thereafter presided. Executive Director, Marcia Koslov recorded the Minutes.

1.0 PUBLIC COMMENT

There were no requests for Public Comment.

2.0 PRESIDENT'S REPORT

President Steinhauser announced that the 2012 Annual Friends Gala was successful. Over 250 attendees joined in honoring Chief Justice Tani Cantil-Sakauye with the Beacon of Justice award. President Steinhauser also expressed her gratitude to the staff for their assistance with the event.

3.0 CONSENT CALENDAR

- 3.1 Minutes of the March 24, 2012, Regular Board Meeting.
- 3.2 Repeal of 1891 Bylaws.

Upon motion by Trustee Juhas, and seconded by Trustee Jones, the Consent Calendar was unanimously approved, 6-0.

4.0 ACTION ITEM 1

Election of Secretary. Ken Klein, Chair, Nominations Committee.

As a result of the discussion on the adoption of potential bylaws held at the March 24, 2012, Regular Meeting of the Board of Trustees, the Trustees requested that there be a formal election of a Secretary for the Board.

Upon motion by Trustee Juhas, and seconded by Trustee Jones, it was moved that Marcia J Koslov be elected secretary for a term to run concurrent with her appointment as Executive Director. The motion was unanimously approved, 6-0.

Per the President's prerogative, at this time, Agenda Item 6, Executive Director Report, was discussed.

5.0 DISCUSSION ITEM 1

Branch and Partnerships: Study & Assessment, April, 2012, Executive Director Marcia J Koslov discusses the findings and recommendations of an 8 month study and assessment of the Branch and Partnership Libraries. Malinda Muller, Director, and Linda Heichman Taylor, Senior Librarian, Programs & Partnerships, LA Law Library, who conducted the study, were present for the discussion.

At the request of the Board in August, 2011, the Law Library undertook an intensive study of our Branch and Partner locations, services, and resources. Programs & Partnerships Director Malinda Muller, and Senior Librarian, Linda Heichman Taylor, led the study. Linda is Branch Supervisor as well as lead coordinator for the LA Law Library partnerships. The resulting report was divided into six areas, Background; Methodology; Data Collection; Analysis; and Conclusions, and was presented to the Board. A lengthy question and answer period followed the introduction of the report by the Executive Director. The Trustees complimented staff on the depth of the report and how it contributed to their understanding of Branch and Partnership operations. Some Trustees stated that the report supported the general perception that attorneys are no longer the primary user, but that the public and self-represented litigants are. Other issues included the extent of the resources put into the branch and partnership locations, including funding, staffing and the collection; the amount of overall use of the branch and partner locations; and the possibility of implementing the Report's recommendations in the near future. Additional discussion centered on how best to respond to the report: through the Strategic Planning Committee, through an individual action plan on the Report itself, or through the budget process. The Board directed staff to develop alternatives for services and staffing at the branches, the partnership locations and the

Mildred L Lillie Building, and to work with both the Strategic Planning Committee and through the FY 2012-2013 budget process. In addition, the staff will bring short term solutions to the Board for consideration.

Trustee Plum left the meeting at 1:15 p.m.

6.0 EXECUTIVE DIRECTOR REPORT

The Executive Director reported on the financial status of the Building Envelope Repair & Reconstruction Project. The project continues to be on schedule with the front doors expected to open in mid-June. In recognition of the work and funds expended on the project, President Steinhauser requested that, upon reopening, the Executive Director issue a press release to such news agencies as the Los Angeles Daily Journal and the Metropolitan News.

In response to the Board's request for information concerning the development and implementation of "LA Law Library" as a logo and brand mark, the Executive Director provided a summary of the process and the minutes of the January 10, 2007 Board meeting that included the statement, "The Board of Trustees approved in principle the adoption and use of the logo and brand "mark" created by Siegel+Gale."

At this time, Agenda Item 5, Discussion Item 1, was discussed.

7.0 AGENDA BUILDING

Staff will develop recommendations for services, staffing and collections at branch and partner locations and include alternatives in the FY2012-2013 budget proposal.

8.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:30 p.m. The next Regular Meeting of the Board of Law Library Trustees scheduled for Tuesday, May 22, 2012, is cancelled. A Special Board Meeting will be held on Tuesday, May 15, 2012.

Marcia J Koslov, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees

AGENDA ITEM 4

DISCUSSION ITEM 1

MEMORANDUM

DATE: May 8, 2012
TO: Board of Law Library Trustees
FROM: Marcia J Koslov
RE: Rare Book Assessment

In mid-2010 the Board of Trustees directed a review and appraisal of the rare book collection held by the LA Law Library. In August, 2010, I contacted Laura Stalker, Avery Associate Director at the Huntington Library, requesting her assistance with finding an appraiser for our rare book collection. Laura recommended Charles (Chic) A Goldsmid, who provides appraisals on books, manuscripts, ephemera, archives and libraries. Over a nine month period, I corresponded with Chic, providing a CD copy of the catalog records for the rare books as well as additional information available on the collection. I also put Chic in touch with Tom Reynolds, Emeritus Librarian, UC Berkeley School of Law, who was responsible for both their foreign law and rare book collections. In his emeritus capacity, Tom continues to bid on and purchase rare books for the law school. Tom also provides advice and guidance on rare law book collections throughout the United States and is familiar with the LA Law Library's collection. In June, 2011, I received a lengthy report from Chic outlining several issues and problems and providing his thoughts on possible goals and outcomes for the rare book collection. In brief, Chic was unable to provide an appraisal of the collection. He recommended that we contact an antiquarian bookseller "with pertinent skills, knowledge and access to markets" and provided the names of four such booksellers.

I discussed Chic's report and recommended booksellers with Tom Reynolds. I have worked in the past with one of the booksellers, Joe Luttrell, Meyer Boswell Books, San Francisco, but Joe declined to appraise such a large collection. Also recommended by Chic was Ian Smith with Quaritch in London. Tom was familiar with Quaritch, and relayed the information that several years ago the Birmingham Law Society wanted to sell its rare book collection through Quaritch. Quaritch turned down their request, but Bonhams, London accepted the collection and took it to auction with a very successful outcome. Tom recommended that rather than contacting Quaritch, we contact Bonhams, which I did. As a result, David Park, Director, and Luke Batterham, Book Specialist, at Bonhams, London agreed to visit the LA Law Library to provide a general assessment of the collection as well as to provide individual appraisals for a number of the rarest items within the collection.



Between October 17 and 21, 2011, David and Luke reviewed the entire collection, shelf by shelf. A summary of their assessment is as follows:

Strengths

1. The rare book collection contains some interesting books, and there are a few areas, such as the English Yearbooks, where the coverage is impressive.
2. The collection “looks smart” and is large (occupying more than 1200 linear feet of shelving).
3. The internal condition of the books is generally good. Some titles have a perforated library stamp (which amounts to a defect) and others have a rather large stamp (also a defect), but for the most part, the texts (as distinct from the bindings) are clean.
4. The Continental European law is patchy in content, but contains books printed in unusual (almost exotic) locations.

Weaknesses

1. The spines have all been varnished (a 20th Century preservation method to prevent deterioration, which has since been proven to be ineffective). This has the effect of making the collection look glamorous, but in terms of value and collectability, it will add difficulty and expense in the hands of conservators.
2. Although there are some areas that are “good” or “unusual,” with the exception of the English law Yearbooks and the substantial collection of seventeenth century reports, there was no area that they could highlight as being anywhere near comprehensive enough to attract a serious researcher.

Assessment

The collection as a whole has no cohesion. Because it does not fit together well, it would most likely not be able to support significant scholarly research in any particular area. David doubts that the collection would be of interest to an established law library, although such a library might be interested in particular volumes that were missing from their current collection. Similarly, the collection would not be of interest to a newer institution because it did not have the necessary depth to promote research in any single subject, geographical or political area.

The collection contains a number of incunables and other noteworthy volumes. These some 60 titles were identified individually with general estimates of value, if they were to be sold at auction. In addition, the collection contains a number of volumes with imprints (published) from unusual locations. For example, there is a Spanish law book published in France as well as a number of books published in Eastern Europe, which was somewhat uncommon for the time periods involved. These volumes might be of interest to someone collecting rare books, but not necessarily someone collecting rare law books.



The LA Law Library provides services and materials on a number of levels, from self-help to general practitioner to legal researcher. However, providing for scholarly research using a rare book collection is distinct from general research. The Law Library has neither a secure facility in which to use the volumes nor the adjunct materials required to support such a necessarily in-depth level of research. Most importantly, the LA Law Library does not have staff who are sufficiently knowledgeable to assist a researcher with that level of scholarly service needs.

Given the assessment, several options are available to the Board:

1. Maintain status quo; retain the volumes in their current state.
2. Identify possible ways to distribute the collection to various institutions that might have an interest in the volumes either individually or collectively.
3. Review a collaborative effort with the Huntington Library with the thought that they might be interested in housing some or all of the collection on a permanent loan arrangement.
4. Review possibilities for sale of the collection. Bonhams, of course, is interested in selling the collection through an auction process. David states that one of the advantages of an auction is that the outlined weaknesses do not matter as no one is going to purchase the entire collection. Bonhams claims a mix of bidders including private, trade and institutional organizations that it has maintained since its previous successful law book auction. Bonhams assessment of the entire collection, if sold at auction, is that it might yield anywhere from \$1.5 million - \$2.5 million. Prior to any such sale, the Board may want to consider how the funds received would be used.



AGENDA ITEM 5

EXECUTIVE DIRECTOR REPORT

FACILITY UPDATE

See attached Building Repair and Reconstruction Project report.

FINANCIAL UPDATE

See attached April Financials and April List of Checks and Warrants.

STAFF UPDATE

Jaye Nelson and **Meiling Li** attended the Ex Libris Technical Seminar and 2012 ELUNA Conference (Ex Libris Users of North America), May 8-11. During the technical seminar, participants received training on Voyager, including configuration and fine-tuning of the online catalog's new web interface and advanced reporting techniques. At the ELUNA conference, Ex Libris provided company and product updates and the user group presented sessions on effective utilization of Voyager and other Ex Libris products.

On May 4, 2012, **Janine Liebert** attended the Central District Court's annual luncheon honoring pro bono panel attorneys and pro se clinic volunteer attorneys. . During opening remarks, Hon. Suzanne H. Segal, Chief United States Magistrate Judge, Central District of California, gratefully acknowledged the ongoing collaborative work of the LA Law Library and Public Counsel's Proskauer Federal Pro Se Clinic. Judge Segal also recognized and applauded the efforts of the Federal Self-Represented Access Working Group led by Janine.

Malinda Muller and **Janine Liebert** attended the monthly staff meeting of the Legal Aid Foundation of Los Angeles (LAFLA) on Friday, May 4. The meeting provided an opportunity to learn about the four LAFLA administered self-help centers. Discussion focused on opportunities to combine LA Law Library's interest in identifying and working with prospective partners and LAFLA's mandate to provide community outreach and educational services.

OUTREACH / TRAINING UPDATE

On Wednesday, April 18, **Austin Stoub** and **Linda Heichman Taylor** visited the Compton Library partnership. Austin conducted a hands-on database training for the Compton Library staff focusing on finding forms for self-represented litigants. Staff rated the training on the "Legal Information Reference Center" database extremely useful and noted that this LA Law Library provided resource was of more value than another similar product to which they subscribed.

Linda led the Compton Self-Help Center (SHC) staff on a review of the Law Library's Compton Library collection. SHC staff noted that the session made them aware of the collection and would encourage them to refer more self-represented litigants to the Compton Library. Compton SHC and Compton Library also agreed to share distribution of flyers and promotional materials for programs of mutual interest to their constituencies.



On April 19, 2012, P&P introduced the LA Law Library to managers from eleven branch libraries located in the west San Fernando Valley. The session included a live demonstration on how to search our online catalog for titles located in the Van Nuys partnership, the nearest law collection to this group of public libraries. P&P staff and the branch managers discussed ideas for the development of a joint legal literacy public program. Additional discussions are scheduled for September following a requested in-service training on Legal Reference Basics.

On May 1, 2012, **Austin Stoub** taught two training sessions at the Pasadena Public Library. The morning session was a public Westlaw training including hands-on exercises. The afternoon session was a 'practicum' for 14 staff members that featured responses to actual questions posed by Pasadena Public Library users. Austin shared both print and online options for answering real legal information requests.

P&P developed a training program for court administrators and their staff to raise awareness of the available online resources for responding to requests for procedural information. On Thursday, April 26, **Janine Liebert** conducted the training which was directed toward enhancing court clerk services to self-represented litigants. The Long Beach Courthouse hosted the training session for the Senior Court Administrator and 20 administrative staff from the Long Beach and San Pedro courthouses.

A proposal written by **Janine Liebert** "Programs to Assist Self-Represented Litigants in the Federal Courts – Continuing an Open Conversation" was accepted for inclusion in the 2012 Equal Justice and Self-Represented Litigants Conference in Florida. The panel, including confirmed speakers Timothy Corrigan, Tiffany Sanders and Richard Zorza, will discuss a range of programs that address issues created by pro se litigation, including an emphasis on long term plans of the Administrative Office and the Federal Judicial Center (FJC) as they address pro se litigation issues.

LegalTech West Coast 2012, the largest technology trade show for legal professionals, will be held May 22-23 at the Westin Bonaventure. The successful introduction of the LA Law Library booth in 2011 introduced attendees to the Law Library services and programs. Nearly 500 attorneys, litigation support staff, paralegals, librarians and the public visited last year's booth. This year, with the many advances in both the technical and legal world, LA Law Library staff anticipate an even larger audience.

During the month of May, **Ralph Stahlberg** and **Christine Langteau** will conduct tours for paralegal students from Cal State LA, Los Angeles City College and Charter College of Long Beach. The introductory presentation of the Law Library, resources and available services, is followed by a tour and review of materials in the Reading Room.

The **Members Program** Reference service continues a steady increase. Members Program staff respond directly to reference assistance requests in person, over the phone and via email. These requests are tallied separately from inquiries of the Reference staff.

- Jan-April, 2012 = 224 total questions, average 56 per month
- Sept-Dec, 2011 = 191 total questions, average 48 per month



FACILITY UPDATE

Building Envelope Repair & Exterior Restoration Project

Work Completed during the Previous 30 days

- Roof
 - 99% of sheet metal flashing installation on the roof was completed

- Exterior Walls
 - 95% of the preparation work to paint the building was completed
 - 70% of the exterior painting of the building

- Exterior Reconstruction
 - Completion of 90% of all concrete wall/planters
 - 95% completion of storefront doors and entryway
 - Delivery of Granite started
 - Granite work on planter walls begun
 - Delivery of Olive trees to site
 - Final grading of site begun

Anticipated during the Next 30 days.

- Building Envelope Repair
 - Complete installation of sheet metal flashing
 - Complete punchlist / non-compliance list associated with the Roof
 - Complete painting of the building
 - Refurbish gold medallions on face of the building

- Exterior Reconstruction
 - Complete all Concrete walls and planters on project
 - Complete stairway and walkway in alley between Library and parking garage
 - Complete western side flatwork
 - Complete landscaping work
 - Complete front main entry, include flag pole
 - Complete Granite work on planter walls
 - Complete Installation of Handrails
 - Substantially Complete Exterior Reconstruction, create punchlist



Budget /Financial Summary (as of 05/09/2012)

Project Description	Adjusted Budget	Spent to Date
Swinerton Builders	\$4,622,900	3,611,532
Construction Admin & Monitoring – ABB	193,623	175,398
Construction Admin – TMA	120,350	114, 392
Construction Management - CLEO	168,000	112,000
Environmental Monitoring/Testing – Arcadis	37,602	37,937
Soil , Concrete, Rebar Testing	25,000	22, 037
Contingency*	516,748	289, 720
TOTAL	5,684,223	4,349,075

Percent of total project: The project is approximately 85% complete. Expenditures thus far are 76% of the total project cost.

*Contingency usage status is at \$289,720. Approximately \$105,000 in contingency funds is under consideration for approval for additional work on the building exterior, demolition and underground work and hardscape/landscape.

Anticipated contingency expenditures include:

- \$ 6,000 for irrigation system @ Broadway by park area;
- \$10,000 for “in=wall” signage;
- \$ 7,500 for lower roof detail re: flashing;
- \$25,000 for storm drain & fire water relocation;
- \$ 5,000 for 4” fiber conduit on Broadway;
- \$ 7,500 for TMA, additional services
- \$ 4,000 for removal and reinstallation of front doors
- \$ 7,500 for removal of unforeseen clay pipe and stone
- \$ 20,000 for ABB, additional services
- \$ 11,600 for storefront landing
- \$104,100 TOTAL



LOS ANGELES COUNTY LAW LIBRARY
STATEMENT OF FINANCIAL POSITION
As of April 30, 2012
D - R - A - F - T

Assets

Assets in L. A. County and State Treasurers' Custody

Cash in L. A. County Treasurer - General Fund	\$	10,300,462
Cash in L. A. County Treasurer - Deposit Fund		231,234
Cash in Bank of America - Revolving Account		829
Cash in Bank of America - Payroll Account		26,875
Cash in Local Agency Investment Fund		1,331,761
Petty Cash		718
Operating Cash		11,891,879

Current Assets:

Accounts Receivable		43,874
Other Receivable		1,484,478
Other Current Assets		320,506

Other Assets:

Books & Other Library Collections	\$	42,589,523
Current Month Acquisitions		275,549
		42,865,072

Less: Accumulated Depreciation	-26,292,810	16,572,262
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Building Construction	4,216,987	
Interior Building Improvement	1,305,090	
Furniture & Equipment	2,010,429	
Computer Hardware & Software	562,821	
	8,095,328	

Less: Accumulated Depreciation	-6,896,925	1,198,403
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Construction In Progress - Exterior		4,194,678
Building Site (Land)		580,333

Total Assets	\$	36,286,412
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Liabilities and Fund Balance

Current Liabilities

Accounts Payable	\$	373,743
Accrued Expense		1,042,390

Noncurrent Liabilities

Borrowers' Deposits		245,809
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Total Liabilities		1,661,942
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Fund Balance

Unappropriated		33,961,220
YTD Net Income		663,249

Total Liabilities and Fund Balance	\$	36,286,412
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LOS ANGELES COUNTY LAW LIBRARY
STATEMENT OF INCOME AND EXPENDITURE
FY 2011/2012

INCOME	1ST & 2ND QUARTER			3RD QUARTER			APRIL 2012			YTD TOTALS			
	BUDGET	QTD Budget	QTD Actual	QTD Variance	QTD Budget	QTD Actual	QTD Variance	Budget	Actual	Variance	YTD Budget	YTD Actual	YTD Variance
L.A. Superior Court Fees	9,292,752	4,688,216	4,256,145	(432,071)	2,240,516	2,016,104	(224,412)	793,808	681,888	(111,920)	7,722,541	6,954,137	(768,403)
Total - Court Fees	9,292,752	4,688,216	4,256,145	(432,071)	2,240,516	2,016,104	(224,412)	793,808	681,888	(111,920)	7,722,541	6,954,137	(768,403)
Interest - LAIF	40,000	20,000	10,203	(9,797)	10,000	4,883	(5,117)	0	0	0	30,000	15,087	(14,913)
Interest - General Fund	75,000	37,500	52,228	14,728	18,750	21,059	2,309	6,250	5,658	(592)	62,500	78,945	16,445
Interest - Deposit Fund	3,500	1,750	1,400	(350)	875	559	(316)	292	174	(117)	2,917	2,132	(784)
Total - Interest	118,500	59,250	63,831	4,581	29,625	26,501	(3,124)	6,542	5,832	(710)	95,417	96,164	747
Parking Fee	700,000	358,351	386,046	27,696	149,095	158,871	9,775	68,323	60,056	(8,266)	575,769	604,974	29,205
Total - Parking	700,000	358,351	386,046	27,696	149,095	158,871	9,775	68,323	60,056	(8,266)	575,769	604,974	29,205
Annual Borrowing Fee	0	0	8,375	8,375	0	300	300	0	100	100	0	8,775	8,775
Annual Members Fee	120,000	84,000	32,543	(51,457)	18,000	21,907	3,907	6,000	5,135	(865)	108,000	59,584	(48,416)
Course Registration	10,000	5,000	1,799	(3,201)	2,500	771	(1,729)	833	0	(833)	8,333	2,570	(5,764)
Copy Center	85,000	42,607	36,286	(6,321)	20,711	19,516	(1,195)	9,406	6,386	(3,020)	72,725	62,188	(10,536)
Document Delivery	25,000	11,301	12,911	1,610	6,948	8,808	1,860	2,381	989	(1,392)	20,630	22,707	2,077
Fines	46,000	22,486	24,453	1,966	10,836	10,248	(588)	3,941	469	(3,472)	37,263	35,170	(2,093)
Miscellaneous	14,500	7,250	4,650	(2,600)	3,625	999	(2,626)	1,208	106	(1,102)	12,083	5,755	(6,329)
Room Rental	7,500	3,750	225	(3,525)	1,875	400	(1,475)	625	0	(625)	6,250	625	(5,625)
Book Replacement	5,000	2,500	689	(1,811)	1,250	325	(925)	417	0	(417)	4,167	1,014	(3,153)
Forfeited Deposits	25,000	25,000	28,474	3,474	0	0	0	0	0	0	25,000	28,474	3,474
Friends of Law Library	120,000	120,000	143,000	23,000	0	0	0	0	0	0	120,000	143,000	23,000
Grants	30,000	0	0	0	30,000	0	(30,000)	0	0	0	30,000	0	(30,000)
Vending	5,500	2,750	3,380	630	1,375	1,829	454	458	516	58	4,583	5,726	1,142
Total - Library Services	493,500	326,644	296,784	(29,861)	97,120	65,103	(32,017)	25,270	13,701	(11,569)	449,034	375,588	(73,446)
TOTAL INCOME	10,604,752	5,432,461	5,001,997	(430,465)	2,516,356	2,266,578	(249,778)	893,942	761,478	(132,465)	8,842,760	8,030,053	(812,707)

LOS ANGELES COUNTY LAW LIBRARY
STATEMENT OF INCOME AND EXPENDITURE
FY 2011/2012

EXPENDITURE	BUDGET	1ST & 2ND QUARTER			3RD QUARTER			APRIL 2012			YTD TOTALS		
		QTD Budget	QTD Actual	QTD Variance	QTD Budget	QTD Actual	QTD Variance	Budget	Actual	Variance	YTD Budget	YTD Actual	YTD Variance
Salaries	3,400,000	1,642,865	1,553,492	89,373	772,422	740,468	31,954	274,740	239,458	35,282	2,690,027	2,533,417	156,609
Social Security	205,000	96,567	87,724	8,843	47,585	44,220	3,365	16,892	14,260	2,633	161,045	146,204	14,841
Medicare	46,000	22,277	21,680	597	10,411	10,342	69	3,696	3,335	361	36,384	35,357	1,027
Retirement	155,332	77,666	79,579	(1,913)	38,833	35,773	3,060	12,944	11,994	951	129,443	127,345	2,098
Health Insurance	600,000	288,671	289,449	(778)	151,241	133,912	17,329	51,401	43,173	8,228	491,313	466,534	24,779
Disability Insurance	6,500	3,060	4,414	(1,353)	1,629	2,108	(478)	577	762	(185)	5,266	7,283	(2,017)
Dental Insurance	55,000	26,694	28,768	(2,074)	13,942	14,428	(486)	4,542	4,765	(224)	45,177	47,962	(2,784)
Life Insurance	2,000	933	880	53	524	446	78	177	154	23	1,633	1,479	154
Workers Compensation Insurance	30,000	15,000	19,024	(4,024)	7,500	25,349	(17,849)	2,500	9,353	(6,853)	25,000	53,726	(28,726)
Unemployment Insurance	30,000	15,000	17,477	(2,477)	7,500	9,834	(2,334)	7,500	5,836	1,664	30,000	33,147	(3,147)
Vision Insurance	10,000	4,839	5,113	(274)	2,537	2,512	25	835	810	25	8,211	8,436	(224)
Accrued Sick Expense													
Accrued Vacation Expense													
Total - Personnel	4,539,832	2,193,572	2,107,599	85,973	1,054,124	1,019,392	34,732	375,804	333,900	41,904	3,623,501	3,460,891	162,609
American Continuations	2,400,000	949,361	1,247,773	(298,412)	1,054,426	763,798	290,629	33,236	180,636	(147,401)	2,037,023	2,192,207	(155,184)
American New Orders	150,000	92,675	54,731	37,944	29,013	28,113	899	10,075	9,768	307	131,763	92,612	39,151
Branch Continuations	350,000	91,400	210,726	(119,326)	163,479	52,206	111,273	11,891	23,059	(11,168)	266,771	285,992	(19,221)
Branch New Orders	70,000	57,778	1,372	56,406	2,469	880	1,589	0	0	0	60,248	2,252	57,996
Commonwealth Continuations	400,000	168,690	214,676	(45,986)	139,316	163,050	(23,734)	29,762	27,716	2,046	337,768	405,442	(67,674)
Commonwealth New Orders	6,500	1,550	2,622	(1,072)	2,359	1,485	875	0	0	0	3,909	4,107	(197)
Foreign Continuations	230,000	92,941	91,330	1,611	89,493	98,884	(9,390)	28,514	20,405	8,108	210,949	210,619	330
Foreign New Orders	35,000	10,772	28,368	(17,596)	15,194	334	14,861	1,096	1,703	(607)	27,062	30,405	(3,343)
International Continuations	140,000	72,087	75,144	(3,057)	38,529	46,538	(8,009)	11,035	8,793	2,241	121,650	130,475	(8,825)
International New Orders	15,000	6,185	7,950	(1,764)	4,914	2,477	2,437	1,134	639	495	12,234	11,066	1,168
General/Librarianship Continuations	55,000	32,509	18,914	13,595	10,964	11,838	(873)	5,253	2,551	2,701	48,726	33,303	15,423
General/Librarianship New Orders	2,000	571	2,234	(1,663)	290	227	63	0	277	(277)	860	2,738	(1,878)
Total - Library Materials	3,853,500	1,576,521	1,955,840	(379,320)	1,550,448	1,169,829	380,619	131,995	275,549	(143,554)	3,258,963	3,401,218	(142,255)
Library Materials Transferred to Assets			(1,955,840)			(1,169,829)			(275,549)			(3,401,218)	
Balance	0		0			0			0			0	

LOS ANGELES COUNTY LAW LIBRARY
STATEMENT OF INCOME AND EXPENDITURE
FY 2011/2012

EXPENDITURE	BUDGET	1ST & 2ND QUARTER			3RD QUARTER			APRIL 2012			YTD TOTALS		
		QTD Budget	QTD Actual	QTD Variance	QTD Budget	QTD Actual	QTD Variance	Budget	Actual	Variance	YTD Budget	YTD Actual	YTD Variance
Building / Cleaning Supplies	25,000	12,500	11,792	708	6,250	4,404	1,846	2,083	1,368	715	20,833	17,564	3,269
Building Maintenance	25,000	12,500	36,946	(24,446)	6,250	14,638	(8,388)	2,083	4,537	(2,453)	20,833	56,120	(35,287)
Building Services	23,000	11,500	6,614	4,886	5,750	6,958	(1,208)	1,917	1,143	774	19,167	14,715	4,452
Interior Improvements / Alterations	15,000	7,500	3,725	3,775	3,750	0	3,750	1,250	195	1,055	12,500	3,920	8,580
Electric & Water	120,000	66,217	62,194	4,023	24,780	26,381	(1,601)	8,465	556	7,909	99,461	89,130	10,331
Elevator Maintenance	15,000	7,500	7,384	116	3,750	12,392	(8,642)	1,250	21,805	(20,555)	12,500	41,582	(29,082)
Heating & Cooling	30,000	18,007	21,404	(3,397)	4,355	4,351	5	2,140	0	2,140	24,502	25,754	(1,253)
Insurance	275,000	138,835	124,098	14,737	68,198	53,946	14,252	22,403	54,654	(32,251)	229,435	232,698	(3,263)
Janitorial Services	92,000	46,000	43,761	2,239	23,000	21,880	1,120	7,667	7,613	53	76,667	73,254	3,412
Landscaping	12,000	3,600	2,400	1,200	4,200	0	4,200	1,400	0	1,400	9,200	2,400	6,800
Security	200,000	100,000	110,465	(10,465)	50,000	66,234	(16,234)	16,667	22,609	(5,942)	166,667	199,307	(32,641)
Total - Building Occupancy	832,000	424,158	430,783	(6,625)	200,283	211,184	(10,901)	67,324	114,479	(47,155)	691,765	756,446	(64,680)
Bank Charges / Other Fees	7,000	3,500	2,888	612	1,750	1,554	196	583	664	(81)	5,833	5,105	728
Bibliographical Services	35,000	29,000	23,872	5,128	3,000	1,740	1,260	1,000	635	365	33,000	26,248	6,752
Binding	50,000	20,000	0	20,000	15,000	0	15,000	5,000	0	5,000	40,000	0	40,000
Computer Services / Licensing	45,000	22,500	18,788	3,712	11,250	17,420	(6,170)	3,750	974	2,776	37,500	37,183	317
Continued Education	40,000	20,000	19,115	885	10,000	7,963	2,037	3,333	6,485	(3,152)	33,333	33,563	(230)
Copy Center	30,000	15,000	11,828	3,172	7,500	15,240	(7,740)	2,500	1,802	698	25,000	28,870	(3,870)
Electronics / Computer Hardware	30,000	15,000	1,368	13,632	7,500	5,889	1,611	2,500	11,505	(9,005)	25,000	18,762	6,238
Furniture / Appliances	15,000	7,500	975	6,525	3,750	600	3,150	1,250	401	849	12,500	1,976	10,524
Integrated Library System	42,000	21,000	19,526	1,474	21,000	10,134	10,866	0	3,378	(3,378)	42,000	33,038	8,962
Membership (Staff)	15,000	6,000	10,230	(4,230)	3,000	545	2,455	1,000	789	211	10,000	11,564	(1,564)
Office / Library Supplies	40,000	20,000	12,737	7,263	10,000	7,381	2,619	3,333	2,087	1,247	33,333	22,205	11,128
Other / Misc.	75,000	37,500	1,191	36,309	18,750	46,216	(27,466)	6,250	50	6,200	62,500	47,457	15,043
Outreach / Marketing	65,000	14,625	13,587	1,038	25,188	2,062	23,125	11,375	8,233	3,142	51,188	23,882	27,306
Postage / UPS / FedEx	22,000	10,803	9,060	1,743	4,524	6,711	(2,187)	3,060	978	2,083	18,388	16,749	1,639
Printing / Reproduction	15,000	7,500	2,820	4,680	3,750	1,016	2,734	1,250	764	486	12,500	4,600	7,900
Prior Year Voided Checks / Adj	0	0	0	0	0	0	0	0	0	0	0	0	0
Reimbursed Expenses	38,000	19,000	12,522	6,478	9,500	6,047	3,453	3,167	2,397	770	31,667	20,966	10,701
Staff Meetings / Activities	15,000	7,500	7,199	301	3,750	1,081	2,669	1,250	0	1,250	12,500	8,279	4,221
Telecommunications	42,000	20,940	13,243	7,696	10,583	6,562	4,021	3,470	2,166	1,304	34,993	21,972	13,021
Transportation Reimbursement	12,000	6,000	6,273	(273)	3,000	2,876	124	1,000	885	115	10,000	10,033	(33)
Vending	8,500	4,250	5,066	(816)	2,125	3,214	(1,089)	708	797	(89)	7,083	9,077	(1,993)
Total - Supplies & Services	641,500	307,618	192,288	115,329	174,920	144,252	30,668	55,781	44,989	10,792	538,318	381,529	156,789

LOS ANGELES COUNTY LAW LIBRARY
STATEMENT OF INCOME AND EXPENDITURE
FY 2011/2012

EXPENDITURE	1ST & 2ND QUARTER			3RD QUARTER			APRIL 2012			YTD TOTALS			
	BUDGET	QTD Budget	QTD Actual	QTD Variance	QTD Budget	QTD Actual	QTD Variance	Budget	Actual	Variance	YTD Budget	YTD Actual	YTD Variance
Accounting	17,000	17,000	14,175	2,825	0	225	(225)	0	12,000	(12,000)	17,000	26,400	(9,400)
Consulting Services	70,000	35,000	0	35,000	17,500	8,136	9,364	17,500	0	17,500	70,000	8,136	61,864
Legal	65,000	32,500	40,649	(8,149)	16,250	10,511	5,739	16,250	2,102	14,149	65,000	53,261	11,739
Payroll / HR Services	15,000	7,500	8,817	(1,317)	3,750	4,177	(427)	1,250	943	307	12,500	13,937	(1,437)
Recruitment Costs	20,000	10,000	400	9,600	5,000	15,775	(10,775)	5,000	0	5,000	20,000	16,175	3,825
Temporary Services	50,000	30,000	27,774	2,226	10,500	4,982	5,518	3,167	1,287	1,880	43,667	34,042	9,625
Total - Professional Services	237,000	132,000	91,814	40,186	53,000	43,806	9,194	43,167	16,331	26,836	228,167	151,951	76,215
Depreciation - Library Materials	3,061,800	1,530,900	1,487,633	43,267	765,450	726,092	39,358	255,150	248,537	6,613	2,551,500	2,462,263	89,237
Depreciation - Fixed Assets	330,000	165,000	98,089	66,911	82,500	39,453	43,047	27,500	16,181	11,319	275,000	153,724	121,276
Total - Depreciation Expense	3,391,800	1,695,900	1,585,722	110,178	847,950	765,545	82,405	282,650	264,719	17,931	2,826,500	2,615,987	210,513
TOTAL EXPENSES	9,642,132	4,753,248	4,408,207	345,041	2,330,277	2,184,180	146,097	824,726	774,418	50,308	7,908,250	7,366,804	541,447
TOTAL INCOME	10,604,752	5,432,461	5,001,997	(430,465)	2,516,356	2,266,578	(249,778)	893,942	761,478	(132,465)	8,842,760	8,030,053	(812,707)
TOTAL EXPENSES	9,642,132	4,753,248	4,408,207	345,041	2,330,277	2,184,180	146,097	824,726	774,418	50,308	7,908,250	7,366,804	541,447
NET INCOME/(LOSS)	962,620	679,213	593,790	(85,423)	186,079	82,399	(103,680)	69,217	(12,940)	(82,157)	934,510	663,249	(271,260)

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DATE	PAYEE	FOR	AMOUNT	CHECK NO.
April 2	AMERICAN BAR ASSOCIATION	BOOKS	1,615.18	023056
	HERTA BERENQUER L	BOOKS	1,195.00	023057
	BOOK HOUSE INC	BOOKS	629.38	023058
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	682.83	023059
	CAMBRIDGE UNIVERSITY PRESS	BOOKS	442.02	023060
	CASALINI LIBRI	BOOKS	257.10	023061
	CCH INCORPORATED	BOOKS	79.06	023062
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	8,551.12	023064
	COMPASS PUB CO	BOOKS	75.00	023065
	COUTTS LIBRARY SERVICES	BOOKS	1,277.99	023066
	COUNTY OF IMPERIAL COUNTY COUNSEL	BOOKS	3.00	023067
	LAW JOURNAL PRESS	BOOKS	504.32	023068
	MICROJURIS	BOOKS	325.00	023069
	STATE BAR ASSOCIATION OF NORTH DAKO	BOOKS	60.00	023070
	OXFORD UNIVERSITY PRESS	BOOKS	1,289.67	023071
	PRACTISING LAW INSTITUTE	BOOKS	479.26	023072
	PUBLIC UTILITIES REPORTS INC	BOOKS	134.00	023073
	SASKATCHEWAN QUEENS PRINTER	BOOKS	35.28	023074
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	367.25	023075
	THOMSON REUTERS	BOOKS	2,445.85	023076
	JOHN WILEY & SONS INC	BOOKS	129.60	023077
	YBP LIBRARY SERVICES	BOOKS	275.47	023078
	COMPLETE FIRE SERVICE INC	BLDG MAINT	998.95	023079
	FEDEX	POSTAGE	19.78	023080
	GEOTECHNOLOGIES INC	CIP-EXTERIOR	4,007.00	023081
	TAKE MY PICTURE INC	OUTREACH	500.00	023082
	MEGAPATH	TELECOM	1,244.24	023083
	SUN LIFE FINANCIAL	FICA	90.10	023084
	SMITH-EMERY LABORATORIES	CIP-EXTERIOR	1,557.00	023085
	STRIKEOUT STUDIO	OUTREACH	950.00	023086
	INSTANT JUNGLE INTERNATIONAL	OUTREACH	2,691.56	023087
	PERSONAL - C.H.A.S.E	OUTREACH	640.00	023088
	April 3	STUDIO 116	OUTREACH	1,605.00
April 6	AMERICAN LAW INSTITUTE	BOOKS	113.85	023090
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	384.00	023091
	BERNAN ASSOCIATES	BOOKS	35.00	023092
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	546.29	023093
	CAPITOL ENQUIRY	BOOKS	18.03	023094
	CARSWELL COMPANY LTD	BOOKS	36.00	023095
	CASALINI LIBRI	BOOKS	141.33	023096
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,123.22	023097
	COUTTS LIBRARY SERVICES	BOOKS	1,630.04	023098

39,336.93

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	INGRAM LIBRARY SERVICES	BOOKS	152.16	023099
	KNOWLES PUBLISHING INC	BOOKS	98.50	023100
	KUBON & SAGNER	BOOKS	1,082.90	023101
	LAWPRESS CORPORATION	BOOKS	222.11	023102
	NATIONAL BOOK NETWORK	BOOKS	983.33	023103
	OXFORD UNIVERSITY PRESS	BOOKS	240.79	023104
	SUPREME COURT HISTORICAL SOCIETY	BOOKS	100.00	023105
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	1,523.50	023106
	VERDICTSEARCH	BOOKS	404.98	023107
	AT&T	TELECOM	384.54	023108
	BANC OF AMERICA LEASING	COPY CTR - LA	250.61	023109
	EUSTORGIO BARAJAS	REIMBURSEMENT	333.09	023110
	STATE BOARD OF EQUALIZATION	USE TAX	3,221.00	023111
	CLEAN SOURCE, INC.	BLDG SUPPL	1,591.69	023112
	COLANTUONO LEVIN & ROZELL	LEGAL	1,374.00	023113
	DYNAMICS WEST	ACCOUNTING	225.00	023114
	FEDEX	POSTAGE	43.84	023115
	GOURMET COFFEE SERVICE	KITCHEN	679.17	023116
	COUNTY OF LOS ANGELES	HEAT/COOL	1,482.78	023117
	L A DEPT WATER & POWER	WATER/SANITATION	511.98	023118
	LITTLER MENDELSON, PC	LEGAL	840.00	023119
	METROLINK	TAP	1,582.50	023120
	OFFICE DEPOT	OFFICE SUPPL	785.10	023121
	RICHARD PACHECO	REIMBURSEMENT	88.53	023122
	PLAZA CARPET COMPANY	BLDG IMPROV	3,231.00	023123
	RAYVERN LIGHTING SUPPLY CO INC	BLDG SUPPL	578.04	023124
	SHOHREH SALJOOGHI	MILEAGE	135.87	023125
	SCHINDLER ELEVATOR CORP.	ELEVATOR MAINT	3,677.25	023126
	SECURITAS SECURITY	SECURITY	9,114.65	023127
	UNITED PARCEL SERVICE	POSTAGE	127.35	023128
	VALLEY WIDE AIR	BLDG MAINT	309.00	023129
	AMERICAN EXPRESS	TRAVEL	740.46	023130
	L A DEPT WATER & POWER	ELECTRIC/FIRE	8,819.23	023131
April 9				
	AMERICAN EXPRESS	BUSINESS CARD	9,185.59	023132
April 10				
	VIVIAN LOPEZ	TAP	112.50	023133
April 16				
	AMERICAN BAR ASSOCIATION	BOOKS	26.25	023134
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	542.99	023135
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	3,098.47	023136
	BERNAN ASSOCIATES	BOOKS	475.50	023137
	BLOOMBERG BNA	BOOKS	415.56	023138
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	953.66	023139
	LIBRERIA GARCIA CAMBEIRO BOOKS & SE	BOOKS	54.60	023140

99,180.34

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DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	CARSWELL COMPANY LTD	BOOKS	195.50	023141
	CALIFORNIA STATE BAR COURT REPORTER	BOOKS	150.00	023142
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,545.29	023143
	COUTTS LIBRARY SERVICES	BOOKS	2,326.22	023144
	COMMUNITY PARTNERS FOR LA PUBLIC IN	BOOKS	40.00	023145
	COUNCIL OF STATE GOVERNMENTS	BOOKS	62.74	023146
	THOMSON GALE	BOOKS	1,091.28	023147
	HOGARTH REPRESENTATION	BOOKS	402.90	023148
	JURIS PUBLISHING INC	BOOKS	30.00	023149
	JURISNET LLC	BOOKS	138.50	023150
	LEXISNEXIS BUTTERWORTHS	BOOKS	4,072.39	023151
	MARY MARTIN BOOKSELLERS	BOOKS	195.00	023152
	MASSACHUSETTS CONTINUING LEGAL EDUC	BOOKS	172.50	023153
	MUNICIPAL CODE CORPORATION	BOOKS	102.77	023154
	NATIONAL BUSINESS INSTITUTE	BOOKS	552.80	023155
	PRACTISING LAW INSTITUTE	BOOKS	133.92	023156
	SALEM PRESS A DIVISION OF EBSCO PUB	BOOKS	712.32	023157
	SOUTH COAST AIR QUALITY MANAGEMENT	BOOKS	125.54	023158
	LITERATURA DE VIENTOS TROPICALES	BOOKS	145.00	023159
	THOMSON REUTERS	BOOKS	4,347.71	023160
	UNIVERSITY OF WISCONSIN LAW SCHOOL	BOOKS	75.00	023161
	WILLIAM S HEIN & CO ** VOIDED *****	BOOKS	0.00	023162
	YBP LIBRARY SERVICES	BOOKS	902.41	023163
	DORILA CORREA MENDEZ	BOOKS	509.00	023164
	WILLIAM S HEIN & CO	BOOKS	35.01	023165
April 17	ADVANCED INFORMATION	TEMP SVCS	352.50	023166
	BANDWIDTH.COM, INC.	TELCOM	270.45	023167
	CANON BUSINESS SOLUTIONS, INC.	PREPAID EXP	2,810.94	023168
	CONSOLIDATED DISPOSAL SVC	BLDG SVCS	566.78	023169
	CUMMINS CAL PACIFIC LLC	BLDG MAINT	770.97	023170
	EX LIBRIS USERS OF NORTH AMERICA	REGISTRATION	790.00	023171
	GAYLORD BROS.	LIBRARY SUPPL	1,220.20	023172
	LINDA J HEICHMAN TAYLOR	MILEAGE	12.92	023173
	INFINISOURCE INC	PAYROLL/HR	92.00	023174
	KONICA MINOLTA BUSINESS	COPY CTR - LA	943.07	023175
	CATHRYN E LINTVEDT	MILEAGE	97.17	023176
	MALINDA MULLER	MILEAGE	35.42	023177
	OFFICE DEPOT	SCAN/COPY CTR	315.86	023178
	PETTY CASH FUND	OUTREACH	360.00	023179
	ROMERO MAINTENANCE CO.	JANITORIAL SVCS	7,293.43	023180
	JEREMY SAMLER	REIMBURSEMENT	105.74	023181
	SUN LIFE FINANCIAL	FICA / MEDICARE	12.80	023182
	UNITED PARCEL SERVICE	POSTAGE	203.60	023183
	XO COMMUNICATIONS LLC	TELECOM	503.00	023184

134,105.49

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April 18	SJM INDUSTRIAL RADIO	FACILITIES	300.00	023185
April 20	CALIF OFFICE OF ADMINISTRATIVE LAW	BOOKS	28.75	023186
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	768.00	023187
	CITY OF BAKERSFIELD CITY CLERKS OFF	BOOKS	68.00	023188
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	2,302.22	023189
	COUTTS LIBRARY SERVICES	BOOKS	1,686.24	023190
	OTTO HARRASSOWITZ	BOOKS	1,158.61	023191
	LAW JOURNAL PRESS	BOOKS	348.44	023192
	LRP PUBLICATIONS	BOOKS	152.00	023193
	METROPOLITAN NEWS COMPANY	BOOKS	65.25	023194
	MONTANA LEGISLATIVE SERVICES DIVISI	BOOKS	400.00	023195
	NATIONAL BOOK NETWORK	BOOKS	274.75	023196
	PRACTISING LAW INSTITUTE	BOOKS	278.45	023197
	STATE BAR OF SOUTH DAKOTA	BOOKS	90.00	023198
	STATE BAR OF TEXAS	BOOKS	81.25	023199
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	248.25	023200
	WILLIAM S HEIN & CO	BOOKS	141.93	023201
	YBP LIBRARY SERVICES	BOOKS	385.93	023202
April 24	AT&T MOBILITY	TELECOM	245.43	023203
	LORENZO GALLARDO	BLDG MAINT	631.24	023204
	PAN AMERICAN PEST CONTROL CO.	BLDG SVCS	276.00	023205
	PITNEY BOWES	POSTAGE	274.00	023206
	UNITED PARCEL SERVICE	POSTAGE	564.54	023207
	VALLEY WIDE AIR	BLDG MAINT	200.00	023208
	VERIZON	TELECOM	38.93	023209
	MARCIA J KOSLOV	REIMBURSEMENT	585.67	023210
	ADVANCED INFORMATION	TEMP SVCS	340.75	023211
	GE MONEY BANK AMAZON	BOOKS	134.88	023212
April 26	MARC E ANGELUCCI	REFUND	140.00	023213
	KEVIN ISAAC SHENKMAN	REFUND	125.00	023214
	STEVEN MARK ROSENBERG	REFUND	13.00	023215
	JOHN ROBERT WITTIG JR	REFUND	125.00	023216
April 27	AMERICAN BAR ASSOCIATION	BOOKS	2,402.15	023217
	GE MONEY BANK AMAZON	BOOKS	15.98	023218
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	254.43	023219
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	259.31	023220
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	154.24	023221
	CARSWELL COMPANY LTD	BOOKS	432.97	023222
	CASALINI LIBRI	BOOKS	611.66	023223
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	2,336.25	023224

153,977.74

LOS ANGELES COUNTY LAW LIBRARY
April 1, 2012 - April 30, 2012 (CHECKS)
Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
April 30	COUTTS LIBRARY SERVICES	BOOKS	1,232.75	023225
	GAUNT	BOOKS	44.56	023226
	ILLINOIS INSTITUTE FOR CONTINUING L	BOOKS	536.00	023227
	E ITURRIAGA Y CIA S A C	BOOKS	161.00	023228
	JAMES PUBLISHING INC	BOOKS	1,143.42	023229
	LAW JOURNAL PRESS	BOOKS	1,878.33	023230
	LEXISNEXIS BUTTERWORTHS	BOOKS	986.51	023231
	CHIEF LOC CDS	BOOKS	685.00	023232
	LOCAL GOVERNMENT PUBLICATIONS	BOOKS	259.80	023233
	MARY MARTIN BOOKSELLERS	BOOKS	895.00	023234
	MEXICO SUR	BOOKS	652.03	023235
	NATIONAL BOOK NETWORK	BOOKS	191.52	023236
	PRACTISING LAW INSTITUTE	BOOKS	286.61	023237
	JOHN WILEY & SONS INC	BOOKS	155.13	023238
	YBP LIBRARY SERVICES	BOOKS	595.96	023239
	ADVANCED INFORMATION	TEMP SVCS	258.50	023240
	BANC OF AMERICA LEASING	COPY CTR	250.61	023241
	BRIDGES FILTER SERVICE, INC	BLDG MAINT	700.60	023242
	CUMMINS CAL PACIFIC LLC	BLDG MINT	2,727.21	023243
	GUARDIAN	DENTAL/VISION	6,694.87	023244
	OPTIONS FOR GROWTH	CONT EDU	2,605.00	023245
	PITNEY BOWES	POSTAGE SUPPL	54.52	023246
	ROMERO MAINTENANCE CO.	JANITORIAL	515.00	023247
	SUN LIFE FINANCIAL	LIFE/DISABILITY	879.77	023248
	SMITH-EMERY LABORATORIES	CIP-EXTERIOR	5,536.00	023249
	STATE FUND	WORKERS COMP	9,353.42	023250
	VORTEX INDUSTRIES INC	BLDG MAINT	277.59	023251
	ZEE MEDICAL INC.	BLDG SUPPL	302.54	023252

192,604.24

LOS ANGELES COUNTY LAW LIBRARY
April 1, 2012 - April 30, 2012 (WARRANTS)
Account No.: 102000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
April 12	LOS ANGELES COUNTY LAW LIBRARY	REIMBURSEMENT	83,480.77	TS00158887
	SWINERTON BUILDERS	CIP-EXTERIOR	657,563.40	TS00158887
	TROLLER MAYER ASSOCIATES, INC	CIP-EXTERIOR	14,419.36	TS00158887
	THOMSON REUTERS	BOOKS	87,336.66	TS00158887
April 19	CLEO ENTERPRISES LLC	CIP-EXTERIOR	16,000.00	TS00159216
	EX LIBRIS, (USA) INC.	ILS	10,133.97	TS00159216
	OTTO HARRASSOWITZ	BOOKS	14,686.24	TS00159216

883,620.40